

## BOARD MEETING MINUTES

The Board of the Washington Fire Commissioners Association held a regular meeting on Wednesday, October 22, 2008, at the Doubletree Hotel/Seattle Airport in SeaTac, Washington.

Members present: President Joe Dawson, Vice President Bill Gates, Secretary-Treasurer Les Riel, Region 1 Director Sharon Colby, Region 2 Director Emilio Buttice, Region 4 Director Ken Eakin, Region 5 Director Steve Lich, Region 6 Director Mark Thompson, Region 7 Director Robert Skaggs, Region 8 Director Keith Merritt and Region 9 Director Mick McKinley.

Also present: Gene Carmody (Port Ludlow Fire & Rescue), Chris Caviezel (Snoqualmie Pass Fire & Rescue), Brian and “Penny” Dollar (Clark County Fire & Rescue), Jim Farrell (Mountain View Fire and Rescue), Bill Hansen (Port Ludlow Fire & Rescue), Jack Hensley (Spokane 4), Richard Kistler (Thurston 7), Brad Langdell (Walla Walla 5), Mike Lopez (Washington State Department of Health, Office of EMS & Trauma Systems), Mike Matlick (Director of Fire Protection), Dale Mitchell (Pierce 8), Ron Shuck (Franklin 3), Brian Snure (Snure Law Office), Ryan Spiller and Sandi Swarthout (Capitol Connection), Tom Treves (Health Care Manager), Pete Spiller (Health Care Investment Officer), Roger Ferris, Sandy Babcock and Nora Eyllenfeldt (WFCA).

President Dawson called the meeting to order at 1:05 p.m. Board members and guests proceeded with introductions.

Robert Skaggs moved and it was seconded to approve the agenda as presented. **Motion carried.**

Les Riel moved and it was seconded to approve the July 11 Board meeting minutes as presented. **Motion carried.**

Les Riel gave the Secretary-Treasurer’s report outlining third quarter finances and noting the association continues to operate under budget. Keith Merritt moved and it was seconded to approve July, August and September disbursements, check numbers 22029 through 22145, in the amount of \$147,170.22. **Motion carried.**

Under Board correspondence, Les Riel moved and it was seconded to accept Tom Treves’ letter of resignation as Health Care Manager. Discussion followed with several Board members expressing 1) concern for Mr. Treves’ reasons for tendering his resignation, and 2) appreciation for his good service on behalf of the association. Mr. Treves stated there were many challenges that ultimately led to his decision. Roger Ferris stated he believes it is in the best interest of the association to move forward with the process of selecting a new Health Care Manager. **The motion to accept the resignation carried, with Robert Skaggs and Mark Thompson voting no.**

Jack Hensley deferred the Health Care Committee report to Tom Treves.

Tom Treves gave the Health Care Manager’s report providing loss ratio statistics and information on participation. President Dawson accepted the Health Care Manager’s report.

Pete Spiller gave the Health Care Investment Officer’s report. Because of the national economic crisis, he felt it was important to address the Board regarding the security of the association’s health

care funds. Mr. Spiller stated Olympia's South Sound Bank, which has a top level five-star rating, holds the majority of the association's deposits; the five-star rating is based on safety of investments, superior management and performance. He recommended the Secretary-Treasurer and Health Care Committee Chair accompany him to South Sound Bank in December to verify deposits. President Dawson accepted the Investment Officer's report.

Roger Ferris stated he received an email from the Governor's office appointing Roy Rhine, Clark 5, to the Fire Safety Committee. He will correspond with others who expressed an interest in serving on this committee.

Roger Ferris announced Darla Hartley, South Kitsap Fire & Rescue, was appointed to the LEOFF 2 Retirement Board.

Roger Ferris presented the conference report, noting registrations are just slightly below normal; he noted this is good as there are many groups losing 25-50% of their participants due to the economy. Mr. Ferris stated there is an excellent line-up of classes and speakers for conference, the highlight of which will be the long-awaited Commissioner Handbook class.

Roger Ferris provided the Board a draft employee job description and time frame for advertising and interviewing candidates for the Health Care Manager position. Discussion followed. Mark Thompson moved and it was seconded to approve the Health Care Manager's annual salary range of \$70,000-\$90,000 DOQ. **Motion carried unanimously.**

Discussion was held on the draft job description, timeline and members of the Hiring Committee. It was the consensus of the Board to 1) replace the words "IRSRA Committee" with *Health Care Committee* in order to standardize the language; 2) "meet with WFCFA *Health Care Finance Officer* (rather than "Executive Secretary") to review financial data provided by WFCFA staff; 3) All correspondence from Health Care Manager shall be carbon copied to Executive Secretary and *Health Care Committee Chair*. Mick McKinley noted the Ad Hoc Committee will continue to meet and encourages input from the Board.

Sharon Colby moved and it was seconded to approve the draft Health Care Manager job description and time frame for the selection of a Health Care Manager. Robert Skaggs amended the motion, and it was seconded, to include the WFCFA President on the Hiring Committee. **Motion to amend carried. Motion, as amended, carried unanimously.**

Mike Lopez addressed the Board concerning new national registry exams for entry-level EMTs that will take effect March 1, 2009. Discussion followed. There will be an article in *Fireline* regarding this issue. President Dawson thanked Mr. Lopez for his report.

Roger Ferris referred to the Washington Fire Chiefs' Position Paper #23 which is intended to include non-combat volunteers in the Volunteer Relief and Pension System. Discussion followed. Keith Merritt moved and it was seconded to support the Board for Volunteer Firefighters' quest to clearly define individual coverage under the relief and pension system. **Motion carried with Mick McKinley voting no.**

President Dawson accepted the Executive Secretary's report.

Mike Matlick, Director of Fire Protection, addressed the Board regarding state-funded firefighter training. Bill Gates moved and it was seconded to take a neutral stance on this issue at this time. **Motion carried.** Roger Ferris noted the Legislative Committee will continue to discuss this matter and will formulate a recommendation.

The Board recessed at 3:10 p.m. The Board reconvened at 3:25 p.m.

Les Riel presented the Education Committee report stating committee members will introduce instructors at each of the conference classes. The committee is scheduled to meet in December to set subject matter for the 2009 seminar series. President Dawson accepted the Education Committee report.

Ryan Spiller gave the Legislative Committee report discussing issues for the 2009 session, among them: annexation, capital funding for small districts and raising the small works bid limit. President Dawson stated he has received many questions concerning the WFCAs legislative program and has been unable to respond as the issues identified by the Legislative Committee do not correspond with those identified during the dot exercise in Chelan. Mick McKinley and Mark Thompson echoed President Dawson's concerns that some members don't believe their input is considered. Discussion followed regarding a timeline for establishing legislative priorities, allowing an opportunity for in-depth discussion of the issues and additional meetings of the Legislative Committee. Sandi Swarthout apologized for the lack of follow-up with the membership after the dot exercise; it was intended that small groups would have an opportunity to work in detail on the issues that were identified, but time ran short in Chelan. It was the consensus of the Board to establish a more communicative and responsive process for legislative issues. President Dawson accepted the legislative report.

Dean Shelton was not in attendance to give a Fire Protection Policy Board report.

Keith Merritt deferred to Dale Mitchell to present the Leadership Forum report. Commissioner Mitchell stated the Forum addressed the Washington Fire Chiefs Position Papers #22 and #23. President Dawson noted the Board previously voted to support #22 and just voted on #23. President Dawson accepted the Leadership Forum report.

Brian Snure provided an update on fire hydrant litigation (the WFCAs joined in an amicus brief in support of fire districts last October). A decision was handed down last week by the Washington State Supreme Court in which the court found that fire districts are not the provider of fire hydrants. A synopsis of the decision will be included in a future edition of *Fireline*.

Steve Lich gave the E911 Advisory Committee report noting the state is studying the issue of financing the next generation 911 system. He distributed a survey from the 911 office requesting input on priorities for emergency services. President Dawson accepted the E911 report.

Mick McKinley gave an update on Ad Hoc Committee activities. He referred to draft documents noting all work is in progress and is open for comment, input and discussion. President Dawson thanked the committee for the work it has done so far and accepted the report. Mark Thompson requested that the committee's work be submitted as Word documents rather than pdfs so that revisions can be made.

Jim Farrell presented the Bylaws Committee report reviewing the proposed amendments and noting the committee unanimously recommended a “do not pass” on all three. President Dawson accepted the Bylaws Committee report.

Bill Hansen, WFCA Parliamentarian, explained the process for dealing with proposed amendments at the business meeting. He suggested the association put together a “how to” sheet explaining the proper method for submitting proposed amendments.

Richard Kistler gave the National Association of Elected Fire Officials (NAEFO) report. The convention was held last month in Las Vegas and the organization continues to grow with participation by additional states.

Roger Ferris brought up the contract renewal with Capitol Connection for lobbying services. Keith Merritt moved and it was seconded to approve a three-year extension of Capitol Connection’s contract in the amount of \$63,500 annually. **Motion carried.**

Roger Ferris presented the James R. Larson Forum Building report. Another capital return to WFCA operating will occur in December. Carpet cleaning is scheduled in November and various other maintenance is ongoing. President Dawson accepted the report.

Regional directors presented their written and oral reports. President Dawson accepted the regional reports.

Dale Mitchell announced that Fire Commissioner Fred Hueneka, Pierce 18, passed away.

Steve Lich moved and it was seconded to authorize the Education Committee to set the 2009 Saturday Seminar Series subject matter. **Motion carried.**

Discussion was held on the Health Care Committee’s recommendation regarding the contingency reserve policy. Les Riel moved and it was seconded to adopt the contingency reserve policy as recommended by the committee. **Motion carried.**

President Dawson asked that Board members submit Executive Secretary job evaluations.

Roger Ferris announced open public records and open public meetings classes, sponsored by a number of associations, will be held in eastern and western Washington over the next two months. An email blast was sent to WFCA members last week regarding these workshops.

There being no further business, the meeting was adjourned at 4:52 p.m.